United States District Court
for the

fo	or the					
District of						
Plaintiff(s)  V.  Defendant(s)	) ) ) ) Civil Action No. ) ) ) )					
SUMMONS IN A CIVIL ACTION						
To: (Defendant's name and address)						
A lawsuit has been filed against you.  Within 21 days after service of this summons on you (not counting the day you received it) — or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) — you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:						
If you fail to respond, judgment by default will be a You also must file your answer or motion with the court.	entered against you for the relief demanded in the complaint.					
	CLERK OF COURT					
Date:	Signature of Clerk or Deputy Clerk					

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Civil Action No.

## PROOF OF SERVICE

(This section should not be filed with the court unless required by Fed. R. Civ. P. 4 (l))

was ra	This summons for (nan ceived by me on (date)						
was ic	•	·					
	☐ I personally served	the summons on the individual					
			on (date)	; or			
	☐ I left the summons at the individual's residence or usual place of abode with (name)						
	, a person of suitable age and discretion who resid						
	on (date)	on (date), and mailed a copy to the individual's last known address; or					
	☐ I served the summo	ons on (name of individual)			, who is		
	designated by law to accept service of process on behalf of (name of organization)						
			on (date)	; or			
	☐ I returned the sumn	nons unexecuted because			; or		
	☐ Other (specify):						
	My fees are \$	for travel and \$	for services, for a total of \$				
	I declare under penalty	y of perjury that this information	n is true.				
Date:							
			Server's signature				
			Printed name and title				
			Server's address				

Additional information regarding attempted service, etc: